



SPECIAL MEETING

MINUTES

Parks and Recreation Advisory Commission (PRAC)

Wednesday, October 11th, 2023, at 4:30 P.M.

Lake Merritt Sailboat House

Meeting Recording Link:

<https://oakland.granicus.com/player/clip/5739?&redirect=true>

CALL TO ORDER / ROLL CALL: 4:37 P.M.

BARACH, DUHE, HA, KOS-READ, D. SMITH, K. SMITH, TORRES, TRAN, WATKINS

Present (7): Chair Tran, Vice Chair Barach, Commissioners Duhe, Ha, Kos-Read
Torres, Watkins

Excused (1): Commissioner K. Smith

Absent (1): Commissioners D. Smith, Torres

1. MODIFICATION OF THE AGENDA:

- Measure Q Item 5 and Item 6A will not be heard and is stricken from the agenda.
- Item 6B will be heard after Item 6D.

Motion: Chair Tran entertained a motion to approve the October Agenda with modifications.

Moved by: Commissioner Duhe. **Second by:** Vice Chair Barach. **Vote:** Yes (6) Barach, Duhe, Ha, Kos-Read, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

2. DISPOSITION OF MINUTES:

- September 13th, 2023 Draft Meeting Minutes

Motion: Chair Tran entertained a motion to approve the September Meeting Minutes.

Moved by: Commissioner Kos-Read. **Second by:** Commissioner Watkins. **Vote:** Yes (6) Barach, Duhe, Ha, Kos-Read, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

3. OPEN FORUM: There were 4 speakers and 0 public comments received via email.

4. CONSENT CALENDAR ITEMS:

- 4A. **REQUEST APPROVAL FOR OAKLAND TURKEY TROT TO COLLECT FUNDS ON ONSITE FOR THE SELLS OF MERCHANDISE, FOODS, BEVERAGES AND MOBILE FOOD VENDING AT THE ANNUAL**

**OAKLAND TURKEY TROT AT EASTSHORE PARK ON THURSDAY,
NOVEMBER 23, 2023, 8:00AM-12:00PM.**

Motion: Chair Tran entertained a motion to approve the request. **Moved by:** Commissioner Kos-Read. **Second by:** Commissioner Watkins. **Vote:** Yes (6) Barach, Duhe, Ha, Kos-Read, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

~~5. MEASURE Q OVERSIGHT/AD HOC COMMITTEE UPDATE:~~

~~*Visit Measure Q [website](#) for more information, documents, and reports.~~

- ~~• Informational Report: OPW Monthly Measure Q Report and Performance Measures Update.~~

6. NEW BUSINESS:

~~6A. UPDATE ON ROTARY NATURE CENTER FIRE.~~

6C. REQUEST FOR THE PARKS AND RECREATION ADVISORY COMMISSION TO APPROVE A GIFT-IN-PLACE DONATION IN THE AMOUNT NOT TO EXCEED FORTY-NINE THOUSAND DOLLARS (\$49,000) FROM THE FRIENDS OF THE GARDEN AT LAKE MERRITT AND TO ENTER \$1 CONSTRUCTION CONTRACT WITH SELECTED VENDOR TO CONSTRUCT THE FINAL SECTION OF FENCE UPGRADE AT THE LAKE MERRITT GARDEN CENTER AND RECOMMEND TO PLANNING DIRECTOR APPROVAL OF MINOR CONDITIONAL USE PERMIT TO ESTABLISH A NEW FENCELINE TO EXPAND THE GARDEN CENTER AND PROTECT HISTORIC TREES.

Hank Phan, Assistant Capital Improvement Project Coordinator, OPW, presented the request.

Public Comment: There were 0 speakers.

Commissioner Torres joined the meeting.

Motion: Chair Tran entertained a motion to approve the request. **Moved by:** Commissioner Ha. **Second by:** Commissioner Duhe. **Vote:** Yes (7) Barach, Duhe, Ha, Kos-Read, Torres, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

6D. REQUEST FOR THE PARKS AND RECREATION ADVISORY COMMISSION TO APPROVE AND RECOMMEND COUNCIL TO ACCEPT A GIFT OF IN-KIND SERVICES FROM THE FRIENDS OF THE GARDEN AT LAKE MERRITT FOR JAPANESE GARDEN REPAVING IN THE AMOUNT NOT TO EXCEED NINETY SIX THOUSAND ONE HUNDRED DOLLARS \$96,100 AND AUTHORIZE A ONE DOLLAR (\$1.00) GIFT-IN-PLACE CONSTRUCTION CONTRACT WITH WOLFE

CONSTRUCTION, THE CONSTRUCTION VENDOR SELECTED TO PERFORM THE SERVICES, TO AUTHORIZE THE WORK ON CITY PROPERTY.

Hank Phan, Assistant Capital Improvement Project Coordinator, OPW, presented the request.

Public Comment: There were 0 speakers.

Motion: Chair Tran entertained a motion to approve the request. **Moved by:** Commissioner Ha. **Second by:** Commissioner Duhe. **Vote:** Yes (7) Barach, Duhe, Ha, Kos-Read, Torres, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

6B. DEPARTMENT MERGER / REORGANIZATION UPDATE.

Chair Tran recalled that after the discussion with Brooklyn Williams, Special Assistant to the Mayor III, Office of the Mayor, regarding the proposed budget and reorganization, the commission agreed to the Chair writing a letter to the City Administrator on PRAC's behalf. Since then, the budget was passed. Due to the lack of outreach and engagement, the Chair asserted the importance of the letter and presented her draft to the commission for approval.

Public Comment: There were 2 speakers.

Motion: Chair Tran entertained a motion to approve the drafting of a letter on behalf of the PRAC to send to the Office of the City Administrator. **Moved by:** Vice Chair Barach. **Second by:** Commissioner Watkins. **Vote:** Yes (7) Barach, Duhe, Ha, Kos-Read, Torres, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

7. PLANNING AND CONDITIONAL USE PERMITS:

None.

8. UPDATE FROM DIRECTOR, COMMITTEES, RECREATION ADVISORY COUNCILS & ANNOUNCEMENTS:

Director's Report:

- No updates.

PRAC Committees:

- No updates.

Recreation Advisory Councils (RACs):

- No Updates

Announcements:

Due to the possibility of a lack of quorum, Chair Tran raised the question of cancelling the November PRAC meeting and resuming in December.

Motion: Chair Tran entertained a motion to cancel the November PRAC meeting. **Moved by:** Commissioner Duhe. **Second by:** Commissioner Ha. **Vote:** Yes (7) Barach, Duhe, Ha, Kos-Read, Torres, Tran, Watkins. **Abstain:** (0). **Motion:** Passed.

9. OPEN FORUM: There was 1 speaker.

10. ADJOURNMENT: 6:15 p.m.

*Visit [PRAC Website](#) for more information, documents, and reports.

Next Meeting:

Wednesday, November 8th, 2023, at 4:30 pm

Lakeside Park Garden Center

666 Bellevue Avenue

Oakland, CA 94612

Via Zoom

(For observation purposes only.)

Respectfully Submitted,

A handwritten signature in black ink that reads "Jasmine S. Bellow". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Jasmine S. Bellow
Executive Assistant to the Director
Recording Secretary